

**Functional Series 300**  
**Office of Acquisition and Assistance**

**INTERIM UPDATE 04-06**

**SUBJECT:** Issuance of Acquisition and Assistance Policy Directive (AAPD) 04-10 on Standardized Model Letters for Designating the Cognizant Technical Officer (CTO) for Contracts, Grants, and Cooperative Agreements

**NEW MATERIAL:** This notice announces the issuance of AAPD 04-10, a mandatory reference for ADS Chapters 302 USAID Direct Contracting, and 303 Grants and Cooperative Agreements to Non-Governmental Organizations.

**EFFECTIVE DATE:** 08/26/2004

**ATTACHMENTS:** [AAPD 04-10](#)  
[Task Order Letter](#)  
[Grant Admin Letter](#)  
[Coop Agreement Letter](#)

POLICY

USAID/General Notice  
M/OAA  
09/13/2004

**SUBJECT:** Issuance of Acquisition and Assistance Policy Directive (AAPD) 04-10 on Standardized Model Letters for Designating the Cognizant Technical Officer (CTO) for Contracts, Grants, and Cooperative Agreements

This notice announces the issuance of AAPD 04-10 on August 26, 2004. This AAPD is a mandatory reference for ADS Chapters 302 USAID Direct Contracting, and 303 Grants and Cooperative Agreements to Non-Governmental Organizations.

The AAPD is effective as of 08/26/2004. The AAPD is attached.

Point of Contact: Any questions concerning this notice should be directed to Ms. Diane Howard, M/OAA, (202) 712-0206.

Notice 0935

File Name	Notice Date	Effective Date	Editorial Revision Date	ADS CD No.	Remarks
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